Date of Meeting:	Tuesday, February 6, 2007
Time:	10:00 a.m. – 12:00 p.m.
Location:	State Data Center; 4430 Broad River Road; Conference Room 105
Purpose of the Meeting:	IT Information
Minutes Prepared By:	Pam Humphries

1. Attendance at Meeting

Pat O'Cain, CIO, *Chairman*	Matt Cleary, Worker's Compensation
David Foshee,(DDSN)	Thomas Paige, (DDS)
Randy Byars, (EIP)	Guang Zhao, (DHEC)
Bob Arndt,(DHEC)	Patricia Stephens, (SRH)
Rick Widdifield, (DMH)	Doug Drenning, (CIO)
Jim Bryant, (CIO)	John Ward, (SCDC)
Kevin Pondy, Aging	Walt Oliver, (DAODAS)

2. Meeting Agenda

Welcome & Introductions	Pat O'Cain - *Chairman* Deputy CIO David Patterson, *Co-Chairman*
Digital Survey	Ruth Kirkland
AOC NIEM Briefing	Doug Drenning
Legal Case Management System	Leo Thomas
Enterprise Services Architecture (ESA)	Pat O'Cain
Other	

3. Meeting Notes, Decisions, Issues

Jim Bryant, CIO, addressed the committee in regards to Healthcare, what is needed is a system. We have the Network and Bandwidth. This CoI would define the requirements. Minutes from the last meeting were **adopted**.

PRESENTATION: Ruth Kirkland, CIO, *Digital Survey*   The state of SC has participated in the National Digital Survey since the year 2000. The survey is conducted every two years. The Division of the State CIO gathers and compiles the information. South Carolina has ranked 26th in 2004 and 27th in 2006. In order to provide more accurate and thorough results in 2008, Ruth encouraged those agencies represented at today's meeting to participate in providing feedback to this office once the survey is sent out in May 2008

AOC NIEM Briefing – Doug Drenning   This is a partnership between Homeland Security and the US Department of Justice. A presentation was made by Kshemendra Paul and Tom O'Reilly, of the US Department of Justice at the AOC meeting held January 24, 2007. NIEM is not a software or hardware product but a standards system. Plans are to invite Mr. Paul and Mr. O'Reilly back to speak to the Community of Interest groups.   For more information, go to www.NIEM.gov .

PRESENTATION: Leo Thomas, DSS, *Legal Case Management System*
A Charter is proposed to be signed Feb. 14, 2007. There is some flixibility in plan dates if other agencies state they have these same needs, please give Leo a call at 898-2774. Document imaging is one of the requirements included in Leo's proposed plan. Leo distributed a sheet that displays requirements for the legal case management software to the group.

ESA – Pat O'Cain Work continues with SAP. Refining document and will be presented first to the Community of Interest and AOC. PC's and the santization process is currently being developed. A cost structure of our network and email services to fit this model will give agencies a better option at handling this process.

4. Action Items

Action	Assigned to	Due Date
a.		
Status		

5. Next Meeting

Date:		Time:		Location:	
Agenda:					